

## Message Text

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13  
ORIGIN COME-00

INFO OCT-01 EB-03 ISO-00 /004 R

66619  
DRAFTED BY COM/BIC/OIM/SSD/NSF:PBRUMFIELD  
APPROVED BY EB/OCA/REP:GPWILSON  
COM/BIC/OIM/RESOURCES:WEWADE  
----- 100211

R 132150Z NOV 74  
FM SECSTATE WASHDC  
TO AMEMBASSY ROME  
INFO AMCONSUL MILAN

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ROME FOR B&M

FOLLOWING REPEATS SECSTATE 245772 ACTION BUENOS AIRES  
FRANKFURT LONDON MEXICO MILAN PARIS SEOUL SINGAPORE  
STOCKHOLM SYDNEY TAIPEI TEHRAN TOKYO BEIRUT 07 NOVEMBER  
1974. QUOTE:

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FOR TRADE CENTERS

E.O. 11652: N/A  
TAGS: ABUD, XF, XM, XG, XE  
SUBJECT: FY 1975 FINANCIAL CODING

THIS IS A REPEAT OF A MESSAGE ORIGINATED AS AN AIRGRAM ON  
AUGUST 2, 1974. DUE TO AN OVERSIGHT, IT WAS NEVER DISPATCHED.

ON JUNE 27, THE DIBA FINANCIAL CODING PATTERN FOR FY 1975  
WAS DISPATCHED TO ALL POSTS. AS THIS PATTERN IS SOMEWHAT MORE  
COMPLICATED THAN THAT PREVIOUSLY USED, THIS TELEGRAM IS MEANT  
TO IDENTIFY AND CLARIFY THOSE CODES WITH SPECIFIC RELEVANCE TO  
TRADE CENTER FISCAL MANAGEMENT.

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ONLY SECTIONS A, B, D, AND N OF THE FY 75 CODING PATTERNS  
RELATE TO TRADE CENTER OPERATIONS. ALL OTHER SECTIONS MAY BE  
DISREGARDED.

THE BASIC CODE GROUP STRUCTURE AS DISCUSSED IN SECTION A IS UNCHANGED FROM FY 1974. THAT IS, IT CONSISTS OF FIVE ELEMENTS OR CODE GROUPS. EACH CODE GROUP IS SEPARATED BY SLANT MARKS, WITH DASHES USED FOR SEPARATION WITHIN CODE GROUPS (REFER TO DIAGRAM ON PAGE A-1 OF FY 75 FISCAL CODING PATTERN). CHANGES WITHIN THE CODE GROUPS ARE DISCUSSED BELOW.

#### BUREAU DESIGNATION

THE FIRST SIGNIFICANT CHANGE WITHIN THE CODE GROUPS IS THE ELIMINATION OF BUREAU "K" FOR THE CODING OF TRADE CENTER AND OTHER DIRECT PROJECT OBLIGATIONS. EFFECTIVE JULY 1, 1974 ALL FY 75 OBLIGATIONS ARE CODED "J".

#### APPROPRIATION CODE

THE APPROPRIATION NAME "SALARIES AND EXPENSES" HAS BEEN REPLACED BY "OPERATIONS AND ADMINISTRATION" (J/501) AND IS TO BE USED IN THE OBLIGATION OF FY 1975 FUNDS. FOR THE EARLY MONTHS OF THE YEAR, HOWEVER, TRADE CENTERS HAVE BEEN AUTHORIZED REMAINING J/552 FUNDS WHICH WILL BE USED UNTIL EXPENDED. BY THAT TIME TRADE CENTERS WILL HAVE BEEN AUTHORIZED FUNDS UNDER THE NEW APPROPRIATION, J/501.

AS IN THE PAST, TRADE CENTERS WILL CONTINUE USING J/814 FOR THE OBLIGATION OF TRUST FUNDS AND J/836 FOR EXPENDITURE OF SPECIAL FOREIGN CURRENCY, WHERE AUTHORIZED.

#### PROJECT CODES AND COST CENTER CODES

EACH TRADE CENTER HAS BEEN ASSIGNED A DISTINCT PROJECT NUMBER AND COST CENTER CODE FOR ITS USE.

LONDON	2101-XX/13-31
STOCKHOLM	2102-XX/13-31
FRANKFURT	2103-XX/13-32
PARIS	2104-XX/13-32

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MILAN	2105-XX/13-33
TOKYO	2106-XX/13-34
SYDNEY	2107-XX/13-34
BEIRUT	2108-XX/13-44
TEHRAN	2109-XX/13-44
SINGAPORE	2110-XX/13141
TAIPEI	2111-XX/13-41
MEXICO CITY	2112-XX/13-42
BUENOS AIRES	2113-XX/13-42
SEOUL	2114-XX/13-41

OMB HAS REQUIRED THAT BIC MOVE TOWARD FULL COST RECOVERY OF EXHIBITION-RELATED TRADE CENTER OBLIGATIONS. IT IS NECESSARY,

THEREFORE, THAT OBLIGATIONS DIRECTLY RELATED TO EXHIBIT OPERATIONS BE DISTINGUISHED FROM THOSE ARISING FROM GENERAL SERVICES SUCH AS ANSWERING BUSINESS INQUIRIES AND COUNSELLING SERVICES. THIS DISTINCTION IS TO BE IDENTIFIED IN THE SUBPROJECT FIELD (-XX) OF THE PROJECT CODE. THE CODE "-00" IS TO BE USED FOR OBLIGATIONS RELATED TO EXHIBIT OPERATIONS AND "-01" FOR COSTS IDENTIFIED AS BUSINESS INQUIRIES AND COUNSELLING (SEE PAGE D-2 OF THE CODING PATTERN).

FOR EXAMPLE: J/501/2101-00/13-31/XXX-XX SOULD INDICATE AN EXHIBIT OPERATIONS RELATED COST AT THE LONDON TRADE CENTER. J/501/2101-01/13-31/XXX-XX WOULD INDICATE A BUSINESS INQUIRY OR COUNSELLING SERVICE COST AT THE LONDON TRADE CENTER.

TO EASE THE TRANSITION TO COST-SPLITTING AND UNTIL THE DISTRIBUTION CAN BE MORE ACCURATELY IDENTIFIED, THE FOLLOWING RATIOS ARE ASSUMED FOR YOUR USE IN FY 1975.

DEVELOPED TRADE CENTERS - (LONDON, STOCKHOLM, FRANKFURT, PARIS, MILAN, TOKYO AND SYDNEY):

#### OPERATIONS INFORMATION

PERSONNEL COMPENSATION	60 0/0	40 0/0
PERSONNEL BENEFITS	60 0/0	40 0/0
TRAVEL AND TRANSPORTATION OF PERSONS	67 0/0	33 0/0
RENT, COMMUNICATIONS AND UTILITIES	60 0/0	40 0/0
PRINTING AND REPRODUCTION	80 0/0	20 0/0
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OTHER SERVICES (EXCEPT MARKET RESEARCH)	100 0/0
MARKET RESEARCH (IF AUTHORIZED TO TRADE CENTER)	50 0/0 50 0/0
HOSPITALITY	100 0/0
SUPPLIES AND MATERIALS	60 0/0 40 0/0
EQUIPMENT CAPITALIZED	60 0/0 40 0/0

EMERGENT TRADE CENTERS - (BEIRUT, TEHRAN, SINGAPORE, TAIPEI, MEXICO CITY, AND BUENOS AIRES)

#### OPERATIONS INFORMATION

PERSONNEL COMPENSATION	40 0/0	60 0/0
PERSONNEL BENEFITS	40 0/0	60 0/0
TRAVEL AND TRANSPORTATION OF PERSONS	33 0/0	67 0/0
RENT, COMMUNICATION AND UTILITIES	40 0/0	60 0/0
PRINTING AND REPRODUCTION	60 0/0	40 0/0
OTHER SERVICES (EXCEPT MARKET RESEARCH AND PROMOTION)	100 0/0	
PROMOTION	60 0/0	40 00
MARKET RESEARCH (IF AUTHORIZED TO		

TRADE CENTER)	33 0/0	57 0/0
HOSPITALITY	100 0/0	
SUPPLIES AND MATERIALS	40 0/0	60 0/0
EQUIPMENT CAPITALIZED	40 0/0	60 0/0

WHEN ISSUED, FOLLOWING ENACTMENT OF THE FY 75 APPROPRIATION, TRADE CENTERS FISCAL PLANS WILL SHOW THE FOREGOING BUDGET ESTIMATES IN TWO SEPARATE COLUMNS, REPRESENTING THE TWO SUB-PROJECTS OF EACH TRADE CENTER PROJECT.

DURING THE YEAR, RECORDS SHOULD BE KEPT OF ESTIMATES MADE OF THE TIME SPENT BY EACH COMMERCE-PAID EMPLOYEE ON ACTIVITIES DIRECTLY RELATED TO EXHIBITION OPERATIONS AND ON ACTIVITIES SERVING THE BUSINESS COMMUNITY IN GENERAL -- RESEARCHING AND COMPILING INFORMATION; ANSWERING ENQUIRIES FROM BUSINESSMEN; ADVISING BUSINESSMEN ON MARKETING AMERICAN PRODUCTS, ETC. IN ADDITION, THE UTILIZATION OF FACILITIES BY STATE-PAID PERSONNEL (CLASSIFIED AS "INFORMATION" FOR THIS PURPOSE) AND APPROPRIATE DISTRIBUTION OF OTHER COSTS SHOULD BE RECORDED.

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THESE ESTIMATES OF TIME SPENT AND THE PROPORTIONATE UTILIZATION OF FACILITIES AND OTHER ITEMS OF COST WILL PROVIDE NEW RATIOS FOR DISTRIBUTING THE FOREGOING OBLIGATIONS BETWEEN THE TWO SUB-PROJECTS NEXT YEAR. WHERE THE ACTUAL RATIOS APPEAR DRASTICALLY DIFFERENT THAN THE ASSUMED RATIOS ABOVE, CURRENT OBLIGATIONS MAY BE SO DISTRIBUTED. OTHERWISE, THE ASSUMED RATIOS WILL SUFFICE FOR FY 75.

COST CATEGORY

THE COST CATEGORIES WHICH EXPLAIN THE NATURE OF THE SERVICES OR ARTICLES FOR WHICH COSTS ARE INCURRED ARE ESSENTIALLY THE SAME AS THOSE USED IN FY 1974. HOWEVER, PLEASE REFER TO SECTION N OF THE FY 1975 CODING PATTERN TO BE CERTAIN OF THE CORRECT COST CATEGORY CODE BEFORE ENTERING IT ON ANY DOCUMENT.

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<< END OF DOCUMENT >>

## Message Attributes

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**Capture Date:** 27 JUL 1999  
**Channel Indicators:** n/a  
**Current Classification:** UNCLASSIFIED  
**Concepts:** n/a  
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**Copy:** SINGLE  
**Draft Date:** 13 NOV 1974  
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**Disposition Approved on Date:**  
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**Executive Order:** N/A  
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**Previous Handling Restrictions:** n/a  
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**Review Authority:** golinofr  
**Review Comment:** n/a  
**Review Content Flags:**  
**Review Date:** 13 NOV 2002  
**Review Event:**  
**Review Exemptions:** n/a  
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**Review Release Date:** n/a  
**Review Release Event:** n/a  
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**Subject:** FY 1975 FINANCIAL CODING  
**TAGS:** ABUD, XF, XM, XG, XE  
**To:** ROME INFO MILAN  
**Type:** TE  
**Markings:** Declassified/Released US Department of State EO Systematic Review 30 JUN 2005